

Alaska Children's Trust



**REQUEST FOR GRANT PROPOSALS
COMMUNITY BASED CHILD ABUSE PREVENTION GRANTS
FOR FY 2012**

Alaska Children's Trust
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Anchorage, Alaska 99509

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Anchorage, Alaska 99508

<http://www.hss.state.ak.us/ocs/childrenstrust/>

<http://www.friendsofact.org/>

IMPORTANT NOTICE: This RFP and all appendices are available for download from the State's Online Public Notice website <http://notes4.state.ak.us/pn> as well as on the Alaska Community Foundation website www.alaskacf.org/. Applicants are responsible for monitoring these websites for any subsequent changes or amendments that may be issued regarding this RFP.

Diane Kaplan
Chair
Alaska Children's Trust

Panu Lucier
Executive Director
Alaska Children's Trust

Contents

REQUEST FOR GRANT PROPOSALS COMMUNITY BASED CHILD ABUSE PREVENTION GRANTS FOR FY 2012.....	0
Section A: Grant Program Information	1
About the Alaska Children’s Trust	1
About the Friends of the Alaska Children’s Trust.....	1
ACT/FACT Partnership	1
Funding Priorities	1
Grant Availability	2
Proposal Format and Contents.....	3
Section B: General Information	5
Who May Apply (Eligibility)	5
Threshold items.....	5
Proposal submission.....	5
Acceptance of Terms	5
Proposal Review	5
Notification of Grant Award and Agreement	6
Cancellation of the RFP	6
Termination of Award	6
Reporting.....	6
Section C: Proposal Review Standards	6
Appendix A: Sample Budget Spreadsheet.....	7
Appendix B: State & Federal Single Audit Requirements.....	8

Section A: Grant Program Information

About the Alaska Children's Trust

Mission

The mission of the Alaska Children's Trust (ACT) is to improve the status of children in Alaska by generating funds and committing resources to eliminate child abuse and neglect.

History

The ACT was created by the Alaska State Legislature in 1988 and received initial funding in 1996. Today, the ACT's assets total more than \$10 million. Each year, the ACT funds community based prevention programs. Since 1988, the ACT has awarded over \$4 million in grants across the state aimed at strengthening families, protecting children and developing healthy communities.

About the Friends of the Alaska Children's Trust

The Friends of the Alaska Children's Trust (FACT) was incorporated in 1996 as a 501(C)(3). FACT's mission is to increase awareness among Alaskans about the high rate of child abuse and neglect in our state. Since 1997, FACT has raised over \$1 million, an average of \$84,000 yearly.

ACT/FACT Partnership

In 2010, the legislature changed the ACT's enabling legislation. Today, the ACT is in the process of transitioning into a grantmaking body outside of state government, through the Friends of the Alaska Children's Trust. The ACT continues to have responsibility for grantmaking with the Trust funds held by the state as well as funds donated by private donors and philanthropies. The Alaska Children's Trust has contracted with the Friends of the Alaska Children's Trust to manage the grants process for FY12.

Funding Priorities

Historically, the ACT has funded both primary and secondary prevention programs. ACT values rural, off-road organizations serving rural, off-road people. The ACT values services offered in geographic areas with a demonstrated high need and leveraging new funding sources for child abuse prevention.

Primary prevention

Services and programs that positively influence families, parents, caretakers, and children in the general population *before* abuse or neglect occurs. Primary prevention services:

- are accessible to everyone in the community;
- are received voluntarily;
- seek to promote positive family functioning rather than just preventing problems;
- attempt to influence social forces which impact parents and children;
- are culturally responsive to the program participants, building on the cultural strengths of the family and community; and
- use methods which are educational and supportive, rather than clinical or treatment-oriented.

Secondary prevention

Services are offered to populations considered "at risk". Child abuse or neglect may not have occurred within these families, but there is a higher probability that it may occur (or it may have occurred without clear recognition). In addition to the primary services described above, secondary prevention services:

- are offered to a predefined group of vulnerable or "at risk" individuals;
- focus on particular stressors or parenting issues for identified parents and caretakers;

- build upon participants’ strengths and are not based on a deficit approach; and
- offer solutions oriented to specific problems experienced by the target group.

Prevention and Strengthening Families Approach

The Alaska Children’s Trust considers as a priority grants that support an approach of prevention and strengthening families. Key components of the prevention and strengthening families approach include:

- Promoting healthy parenting skills and strengthening families.
- Providing support and services that are universally available and are received voluntarily, and not targeted to those at risk.
- Focusing on existing strengths and promoting continued growth and development.
- Fostering parent leadership and empowering parents to identify resources, supports and strategies to help them parent more effectively.
- Promoting the following five **Protective Factors** identified by the Center for the Study of Social Policy based on an extensive review of the research literature related to young children:
 1. Parental Resiliency
Courage during stress or after a crisis; parents feel supported and able to solve problems.
 2. Social Connections
A support system; relationships with extended family, friends, co-workers and other parents with children similar ages.
 3. Knowledge of Parenting/Child Development
Basic information about how children develop.
 4. Concrete Support in Times of Need
Supports and services within the community which can include transportation, food assistance, job training, mental health services.
 5. Healthy Social/Emotional Development
Children feel loved, have a sense of belonging and can get along with others.

Want to know more about ACT and FACT?

<http://www.hss.state.ak.us/ocs/childrenstrust/>

<http://www.friendsofact.org/>

Grant Availability

1. ACT is interested in proposals for up to \$10,000 for Calls to Action. These are community-based discussions to create engagement in local prevention. A description of this process is found here: <http://www.hss.state.ak.us/OCS/ChildrensTrust/cafe/pdf/Alaska%20CC%20Kit%20Draft%205.pdf>
2. ACT is interested in proposals for up to \$50,000 for:
 - a. Planning, development, expansion or enhancement of new or existing primary and secondary prevention programs;
 - b. developing the capacity of their communities to prevent child abuse and neglect;
 - c. capital and equipment purchases if imperative to prevention program success; and

Funding may not be used for:

- Endowments
- Political campaigns or candidates
- Lobbying activities
- Deficits or debt-retirement

- Organizations that unfairly discriminate in any manner

Available Funding and Grant Period

Available funds for FY12 total approximately \$450,000.

Organizations may request funding for up to 12 months beginning 7/1/11 and ending 6/30/2012.

Matching Funds

A grant amount for the first year of a project may not exceed 75% of the first-year costs of the project. Grantees are required to match the remaining 25% of their grant. Matching funds may include:

In-kind support: staff/volunteer unpaid time, donated materials; donated office space and equipment; travel; donated services and materials and other non-cash donations.

Cash support: Cash contributions designated for the project from funding sources beyond the ACT grant funds. Projects that leverage new cash support are prioritized.

Proposal Format and Contents

The proposal consists of six components, each of which is limited to one single-spaced page with 1" margins. Proposals should be in a standard font such as Ariel, Times New Roman, or Calibri and no smaller than 11 point.

1. Agency Description and Background
2. Project Description
3. Logic Model
4. Personnel Experience
5. Budget
6. Budget Narrative

A description of the proposal components follows. In addition, three attachments should be included. These are described after the proposal component descriptions.

Agency Description and Background

Briefly describe your agency including its mission, founding date, services offered, geographic area(s) served, number of individuals served, and number of full, part-time and volunteer staff. Include your organization's federal tax status and number.

Project Description

Describe the project for which funding is requested, including information about whom and how many will benefit. Include background information explaining why you chose this method.

Include how you will involve parents/clients and how you will address cultural diversity. Describe how you will evaluate and measure effectiveness using your logic model. Describe how you intend to collaborate and coordinate with other existing community-based organizations. Describe plans to sustain the project after the ACT grant has ended.

Logic Model

Include with your proposal a Logic Model that includes at least one of the five Protective Factors listed above and links the selected Protective Factor(s) to the proposal's activities and outcome measures. See http://hss.state.ak.us/ocs/ChildrensTrust/pdf/Evaluation_Guidebook.pdf for more information.

Personnel Experience

Please identify the individuals responsible for managing this project and describe their qualifications and capabilities

Budget

Provide a project budget addressing: Personnel (which include administrative costs and benefit costs), Travel, Facility, Supplies, Equipment, Other, and Indirect, where Indirect is limited to 10% of total. Include your self-evaluation costs at 15% of total. Applicants must also identify how the match requirement is going to be met. Please refer to

Appendix A: Sample Budget Spreadsheet

Budget Narrative

Explain the costs and revenue sources described in the budget, and how they were derived. If the money needed to fully fund the project, including a potential Alaska Children's Trust grant, is not secured, please describe how the remaining funds will be raised by identifying pending and planned sources of funding and when decisions will be made.

Attachments

In addition, three attachments should be included. These are:

- a. List of agency's Board of Directors and affiliations
- b. A copy of most recent audited financial statements
- c. Contact information for three references that have provided funding to your organization in the past.

Section B: General Information

Who May Apply (Eligibility)

Eligible applicants include 501 (c)(3) nonprofit organizations; municipalities and Regional Educational Attendance Areas or other political subdivisions of the State; State agencies; Alaska Native Tribes, or a combination of these entities.

Threshold items

To be considered responsive to this request for proposals:

1. applicants must be eligible for the grant opportunity
2. proposals must be complete
3. proposals must address the ACT mission and vision
4. proposals must have appropriate grant match and
5. proposals must be received on or before the deadline.

Proposal submission

Submit your proposals and accompanying documents electronically to Anne Remick, 907.274.6705, aremick@alaskacf.org.

All applications must be received by 9:00 pm, Alaska Standard Time, April 4, 2011.

Acceptance of Terms

By submitting a proposal, an applicant accepts all terms and conditions of this Request for Proposals including its appendices, attachments and guidelines. If a grant is awarded, this RFP and the applicant's proposal become part of the grant agreement.

Proposal Review

Proposals will be reviewed and evaluated by the ACT Grants Committee, which is comprised of at least three members of the Board and may include individuals with expertise in the prevention of child abuse and neglect, finance, or other areas of special expertise as thought necessary by the Chair. The Committee may consider the advice of the ACT executive director.

The Grants Committee will make recommendations to the ACT Trustees. The Committee may elect to negotiate with proposers regarding scope and amount of funding.

Notification of Grant Award and Agreement

The ACT will notify applicants by letter.

Cancellation of the RFP

ACT may withdraw this Request for Proposals at any time and reserves the right to refrain from making an award when deemed to be in the best interest of the Trust.

Termination of Award

Grants may be terminated by written notice for violation by the grantee of any terms or conditions of the grant award.

Reporting

Successful applicants must file reports as required by the Board. The grant agreement will outline the terms of reporting. See the Alaska Children's Trust Program Evaluation Guidebook:

http://hss.state.ak.us/ocs/ChildrensTrust/pdf/Evaluation_Guidebook.pdf

Section C: Proposal Review Standards

1. Is the organization qualified and credible in providing service to the population it will serve?
2. Is the organization capable of managing the grant?
3. Does the program provide primary or secondary prevention services as described in the FACT grant policies?
4. Does the project use the logic model addressing protective factors and an evaluation plan?
5. Does the applicant propose services offered in geographic areas with a demonstrated high need?
6. Does this project serve a high-risk population or underserved area?
7. Does the applicant collaborate with similar organizations and not duplicate efforts?
8. Does the proposal leverage new funding sources for prevention?
9. Where applicable, does the applicant identify how program will be sustained following FACT grant, if a continuing effort?
10. Is the applicant a rural, off-road organization serving rural, off-road people?
11. Do other funders find that this applicant is not in compliance or not in good standing? Are there outstanding issues the applicant should resolve with other organizations?

Appendix A: Sample Budget Spreadsheet

An example of the required budget is shown below:

Any Agency Parenting Success Program								
Expenses						Revenues		
Line Item	Units	unit cost	Item Cost	ACT Request	Other sources of funding – Name and list each source of revenue for each item	Status: Pending, committed, in hand, etc.	Revenue Amount	
Personnel								
Project Director	.4 FTE	\$40,000	\$16,000	\$16,000			\$16,000	
Executive Director	.05 FTE	\$80,000	\$4,000		\$4,000	Agency/federal	Secured, in-kind	\$4,000
Subtotal			\$20,000	\$16,000	\$4,000		\$20,000	
Fringe	.45 FTE	25%	\$5,000	\$4,000	\$1,000	Agency/federal	Secured, in-kind	\$5,000
Total Personnel			25,000	\$20,000	\$5,000		\$25,000	
Travel			n/a					
Facility			n/a					
Program Supplies								
Textbooks	400	\$2	\$800	\$0	\$800	McGraw Hill	Committed, in-kind	\$800
Office supplies			\$500	\$500				\$500
Blankets	400	\$5	\$2,000	1200	800	Volunteer sewers	Committed, in-kind	\$2,000
Other								
Evaluation								
Guest Speakers (honoraria)	6	\$200	\$1,200	\$0	\$1,200	Alaskan Human Fund Grant	Pending, cash	\$1,200
Promotion								
Newspaper	6	\$500	\$3,000	\$2,500	\$500	All City Newspaper, Inc	Committed, in-kind	\$3,000
Total Direct Costs			\$32,500	\$24,200	\$8,300			\$32,500
Indirect Costs		n/a	n/a	n/a	n/a			0
Total Project Costs			\$32,500	\$24,200	\$8,300			\$32,500
ACT Match /rate								74.46%

Appendix B: State & Federal Single Audit Requirements

The Alaska Children's Trust is a public fund of the State of Alaska. ACT grantees which have other grants from the State of Alaska may be subject to state rules on Single Audits. Information lies below:

STATE REQUIREMENTS -- CHAPTER 045 GRANT ADMINISTRATION

On March 31, 2008, changes to the State Single Audit Act became effective. For audit periods that begin or continue on after March 31, 2008, if you expend \$500,000 or more total State Financial Assistance in your agency's fiscal year, you are required to comply with the conditions of Alaska Administrative Code, 2 AAC 45.010-090. The current regulations may be viewed at the State of Alaska, Department of Law website, <http://www.law.state.ak.us/> <http://www.law.state.ak.us/doclibrary/doclib.html>, or copies may be obtained from the State agency issuing the solicitation to which this statement is attached.

Information on compliance with the State and Federal Single Audit Acts may be obtained from, and audits completed in compliance with the Acts must be submitted to:

State Single Audit Coordinator
Department of Administration
Division of Finance
P.O. Box 110204
Juneau, AK 99811-0204
Telephone: (907) 465-4666
Fax: (907) 465-2169